



THE COUNTY OF STANISLAUS

Health Services Agency



ASSISTANT PUBLIC HEALTH DIRECTOR

\$102,689-\$154,024 Annually

Please apply by June 29, 2023

Oral interviews tentatively scheduled for the week of July 10, 2023

ABOUT THE DEPARTMENT

In partnership with the community, the goal of the Public Health Division of the Health Services Agency is to ensure that all Stanislaus County residents have optimal health and wellness at every stage of life. The Public Health Division consists of various sections dedicated to the core public health services such as Communicable Disease Prevention, Emergency Preparedness, Family Health Services, Health Promotion, Children's Medical Services, and Women, Infant and Children (WIC).

As an accredited health department, we strive to improve the health and well being of our community through community engagement, collaboration and partnerships, health equity, quality improvement, and taking population level approaches. We believe that everyone should be able to live well, be healthy and thrive. We are committed to advancing equity and being an inclusive, diverse and equitable organization.

HSA holds strongly to its vision "Healthy People in a Healthy Stanislaus" by developing its services with the community, in ways that support community need.



*Interested in learning more about the Health Services Agency?
Scan the QR code or visit <https://www.schsa.org/>*

THE POSITION

The Assistant Director of Public Health is responsible for ensuring that the Division and its programs are high functioning and effectively meeting the Division's operational and strategic objectives. This position will assist the Public Health Director in the planning, development and implementation of the Core Public Health Services. As part of the Executive Leadership Team, this position plays a significant role in strategic planning, service implementation, policy analysis, and systems integration. The Assistant Director provides leadership in performance management, process improvement initiatives, Accreditation, and administrative oversight to promote innovation, creativity, and service excellence.

Unless otherwise provided, this position is part of the Unclassified Service of the County and considered "at will" for labor relations purposes. The individual selected will participate in the Stanislaus County Pay-for-Performance program, as well as receive additional benefits.

TYPICAL TASKS

- Provide leadership support for the development of the Community Health Assessment, Community Health Improvement Plan, and Division Strategic Plan;
- Oversee the hiring and selection, workload assignment, accountability, and performance management of assigned staff;
- Help to develop and maintain a learning organization committed to quality, results, and equity;
- Support ongoing workforce development activities to identify and address staff training needs to support advancing health and racial equity and a culture of quality;
- Provide support and oversight for the development of data-driven decision-making, analysis, and evidence-based program development and implementation;
- Represent the Public Health Division at key meetings with regional partners, community stakeholders, allies, and funders;
- Support community engagement activities to build and maintain effective partnerships for addressing socio-economic factors to advance community health; and
- Use planning, writing, and assessment skills to develop and share compelling materials, reports, and presentations about our work and its impact and that of our partners; and
- Assist in budget planning and monitoring to ensure financial stability and growth.

MINIMUM QUALIFICATIONS

Knowledge

- Public Health Services - Principles, functions, and operational characteristics of core public health services, prevention strategies, health education, community engagement, program development, and administration;
- Fiscal Administration - Budgeting process and public health finances, including accurate forecasting, strategic cost containment, and accurate and timely reporting;
- Public Policy - Public policy, planning and analysis, policy systems, and environmental change strategies, development, and implementation;
- Diversity, Equity & Inclusion - Systemic and institutional barriers to health and racial equity;
- Economics and Accounting - Knowledge of economic and accounting principles and practices, and the analysis and reporting of financial data; and
- Management & Leadership - Knowledge of effective leadership, direction and supervision. Principles of people management training, coaching, mentoring and supervision.

Skills/Abilities

- Management of financial resources;
- Social perceptiveness;
- Understand public policy;
- Community organizing and engagement;
- Critical thinking and problem solving;
- Federal, State, and local laws;
- Management of personnel resources;
- Negotiation;
- Systems analysis;
- Active learning;
- Strong presentation and public speaking skills;
- Time management; and
- Coordination.

EDUCATION & EXPERIENCE

Pattern I

- A Bachelor's degree from an accredited college or university in Public Health, Public Administration, Health Science, Behavioral Science, Social Science, or a closely related field; AND
- Three (3) years of progressively responsible management experience including program, budget, and personnel management in a public health or community health organization.

Pattern II

- A Master's degree from an accredited college or university in Public Health, Public Administration, Health Science, Behavioral Science, Social Science, or a closely related field; AND
- Two (2) years of progressively responsible management experience including program, budget, and personnel management in a public health or community health organization.

Proof of education (degree or transcripts) will be required for verification purposes at the time of application. Applicants who are unable to submit proof must call (209) 558-7106 to make other arrangements before 5pm on the final filing date. Failure to submit proof or make other arrangements before the final filing deadline will result in disqualification.



COMPENSATION & BENEFITS

Approximate Annual Base Salary:
\$102,689-\$154,024 Annually

The County of Stanislaus provides a competitive and comprehensive benefits package for regular full-time County Managers including:

- Excellent retirement benefits (2% at approximately age 62 formula)
- Medical, dental, vision, and basic term life insurance plans
- County paid Deferred Compensation at 1.5% of base salary
- 2 weeks annual vacation upon entering County service
- 32 additional vacation hours annually
- 56 hours administrative/management leave per year (does not carry over)
- 96 hours of sick leave annually
- 10 paid holidays annually
- \$900 annual Professional Development reimbursement
- Car allowance upon Department Head approval
- Moving allowance recruited from out-of-County
- Disability protection
- Optional participation in Flexible Spending Account programs
- Optional Supplemental Life & AD&D insurance plans
- Employee Assistance Program

Details available upon request

RECRUITMENT INCENTIVES:

Employee Choice Bonus Plan:

Stanislaus County now offers an employee bonus worth up to \$10,000! Visit stanjobs.org for more information.

Career Ladders:

We offer valuable tools to help plan your career with Stanislaus County. Find ways to grow and develop within the organization—from Accounting to Public Safety to IT.

Learning Institute:

Whether you're a new employee or looking to acquire new skills, our Learning Institute offers a chance to take on new challenges and ways to consistently hone and improve skills.

WELLNESS BENEFITS

The Mission of Club Wellness is to facilitate and encourage the "good health" of the county workforce.

"Good health" is a state of complete physical, social and mental well-being, and not merely the absence of disease or infirmity; health is a resource for everyday life, not the object of living, and is a positive concept emphasizing social and personal resources as well as physical capabilities. The program seeks to increase awareness and knowledge of all employee benefits, nurture a team spirit and positive health behaviors, to motivate employees to adopt healthier habits and to provide opportunities and a supportive environment to create positive lifestyle changes.

